Board of Education
Lancaster Central School District
Lancaster, New York

Minutes

Meeting Date	February 9, 2026
Kind	Regular Session
Place	Court Street Elementary School, 91 Court Street, Lancaster
Members Present	John Talarico, President Timothy Talbot, Vice President Mike Sage, Trustee David Lyman, Trustee Anita Schiavone, Trustee Melissa Payne Smith, Trustee Jonathan VanNortwick, Trustee Michaela Innus, Ex- Officio Student Board Member
Members Excused	
District Administrators Present	Andrew P. Kufel, Ph.D., Superintendent of Schools Daniel D'Amico, Asst. Superintendent for Human Resources Andrew Krazmien, Asst. Superintendent for Curriculum, Instruction & Pupil Services Jamie Phillips, Asst. Superintendent for Business & Support Services Erin Gannon, Director of Special Education Karen Marchioli, Ed.D., Director of Elementary Education Cheryl Randall, Director of Instructional Technology & Accountability Sarah Wittmeyer, Director of Secondary Education
Others Present	District administrators and faculty members

1.0 Call to Order
2.0 Pledge to Flag
3.0 Moment of Silence

The regular meeting of the board of education was called to order at 7:02pm by President Talarico. The Pledge of Allegiance was recited and Mr. Talarico asked for a silent reflection.

4.0
5.0 Presentations
5.1 BOCES Presentation

Michael Capuana, Ed.D., Erie 1 BOCES District Superintendent/CEO, presented information to the board highlighting The Power of Partnership: Growing Stronger Together.

4.2 Court Street Steps Towards NY Inspires

Mr. Krazmien, Dr. Marchioli, and Ms. Parker spoke about programming at Court Street Elementary School, which aligns with NY Inspires and Portrait of a Graduate.

6.0 Correspondence

6.1 Email – Palumbo

Email from Valerie Palumbo was received on February 4, 2026.

6.2 Email –Taughrin

Email from Holly Taughrin was received on February 5, 2026.

7.0 Approval of Minutes

7.1 Regular Session
January 12, 2026

Moved by Talbot seconded by Lyman to accept the minutes from the regular session held on January 12, 2026, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

7.0 Staff Organizations

Lancaster Administrative and Supervisory Association:
Mr. Heer and Ms. Parker had no items to report.
Lancaster Central Teachers Association:
Mrs. Beth Farrar, LCTA President, welcomed Ms. Andrea Parker, new principal at Court Street Elementary and thanked the Court Street Elementary faculty in attendance.
Lancaster Association of Service Personnel:
Mr. Murray had no items to report.
Lancaster Association of Substitute Teachers:
No one present to report.

9.0 Board Reports

Mr. VanNortwick congratulated Miss Conlon and the Middle School students on a wonderful performance in Frozen.
Mr. Talarico congratulated Miss Conlon and the Middle School students on a wonderful performance in Frozen.
Mr. Sage thanked the Court Street Elementary Teachers.
Mr. Talbot congratulated Miss Conlon and the Middle School students on a wonderful performance in Frozen and spoke about events he attended in the district with his family.
Miss Michaela Innus, Ex-Officio Student Board Member, congratulated the students and staff involved in the musical “Frozen” at the Middle School and “Annie” at the High School; High School students are preparing for the Spring Spirit week, which is focusing on physical and mental health; highlighted the Como Park fundraiser for PUNT, which raised over $1000.

10.0 Superintendent’s Administrative Report

Dr. Kufel presented his administrative report.

11.0 Old Business

No old business was discussed.

12.0 New Business

12.1 Personnel Items

12.1.1 Tenure Recommendation

Moved by VanNortwick seconded by Sage to approve the tenure recommendation, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

12.1.2 Personnel Changes

Moved by Talbot seconded by Sage to approve the personnel changes for the period ending February 9, 2026, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

12.2 Education Items

12.2.1 Committee on Special Education

Moved by Sage seconded by Lyman to approve the recommendations of the committee on special education, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

12.2.2 Committee on Preschool Special Education

Moved by Lyman seconded by Talbot to approve the recommendations of the committee on preschool special education, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.0 Business & Financial Items

13.1 Financial Reports

Moved by Talbot seconded by Sage to approve the financial reports from February 9, 2026, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.2 Policy Adoption #5431 Procurement: Uniform Grant Guidance for Federal Awards

Moved by VanNortwick seconded by Sage to adopt Policy #5431 Procurement: Uniform Grant Guidance for Federal Awards for inclusion in the district's policy manual, as submitted.

13.3 Policy Adoption #5681 School Safety Plans

Moved by VanNortwick seconded by Sage to adopt Policy #5681 School Safety Plans for inclusion in the district's policy manual, as submitted.

13.4 Policy 1st Reading #1620 Annual Organizational Meeting

Policy #1620 Annual Organizational Meeting was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

13.5 Policy 1st Reading #1640 Absentee, Military, & Early Mail Ballots

Policy #1640 Absentee, Military, & Early Mail Ballots was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

13.6 2026-2027 School Calendar

Moved by Talbot seconded by VanNortwick to approve the 2026-2027 school calendar, as submitted.
Vote on the motion: 7 Ayes 0 Nays

Motion approved.

13.7 2026-2027 Classified Staff Holiday Schedule

Moved by Sage seconded by VanNortwick to approve the 2026-2027 Classified Staff Holiday Schedule, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.8 Food Service Department Operating System Reports

Moved by VanNortwick seconded by Schiavone to approve the food service department operating system reports for December 2025, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.9 Annual Audit Report

Moved by Payne Smith seconded by Sage to accept the federal single audit report year ending June 30, 2025 from Drescher & Malecki LLP and the corrective plan, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.10 Club Creation – Esports Club

Moved by Sage seconded by VanNortwick to approve the creation of an Esports Club at the middle school, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.11 State Quality Environmental Review (SEQR) for Capital Outlay Project

Resolution of the Board of Education of the Lancaster Central School District, Erie County, New York (the "District"), Classifying Certain Updates and Improvements to Various District Buildings as a "Type II" Action Pursuant the State Environmental Quality Review Act
Moved by Talbot, seconded by Sage:
Whereas, the Board of Education (the "Board") of the Lancaster Central School District, Erie County, New York (the "District") intends to undertake as part of the District's 2026-27 Capital Outlay Project, certain security and surveillance camera system repairs, replacements, additions and improvements, including all related, incidental and ancillary improvements at various District buildings and sites (collectively, the "Project"); and
Whereas, the Board now intends to determine the classification of the Project as a "Type II" action under Article 8 of the New York State Environmental Conservation Law and 6 NYCRR, Part 617 (collectively, "SEQRA").
Now, Therefore, The Board of Education ff The Lancaster Central School District, Erie County, New York, Hereby Resolves As Follows:
Section 1. Based upon its review of the materials and records of the District, the Board hereby declares itself lead agency to the extent necessary for this purpose and hereby determines that the proposed Project constitutes a "Type II" action under SEQRA (6 NYCRR

617.5(c)(2)) (as a replacement, rehabilitation or reconstruction of a facility, in kind on the same site), and that no further actions or proceedings by the District are required to be taken under SEQRA with respect to such Project. The action consists of routine activities of an educational institution, as well as, replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site.
Section 2. This resolution shall take effect immediately upon its adoption.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.12 Contract – Frontier Central School District

Moved by Talbot seconded by Lyman to approve the agreement between the Lancaster Central School District and Frontier Central School District, as submitted.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.13 Contract – Fannin Musical Productions LLC (Music Rental and Custom Composition Writing)

Moved by Talbot seconded by Lyman to approve the agreement between the Lancaster Central School District and Fannin Musical Productions LLC, as submitted.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.14 Contract – Fannin Musical Productions LLC (Visual Design)

Moved by Talbot seconded by Lyman to approve the agreement between the Lancaster Central School District and Fannin Musical Productions LLC, as submitted.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.15 Bid Extension – Student Agenda Planners

Moved by Schiavone seconded by Sage to approve the bid extension for school agenda planners to Jostens/Meridian Student Planners through the 2026-2027 school year, as submitted.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.16 AIA Contract – CJ Brown Energy & Engineering, PC

Moved by Talbot seconded by Sage to approve the AIA contract between the Lancaster Central School District and CJ Brown Energy & Engineering, PC in the estimated amount of $14,400 for commissioning services at William Street School, as submitted.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.17 Contract Extension – Occustar Workplace Compliance, LLC

Moved by Talbot seconded by VanNortwick to approve the agreement with Occustar Workplace Compliance, LLC as the District's

employee physician for the 2026-27 school year, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.18 Tax Certiorari Settlements

Tax certiorari information was presented to the board for information regarding the following:
MCDWP1 LLC
Broadway Huntley
NEC Transit William

13.19 BOCES – Call for Nominations

Moved by Talbot seconded by VanNortwick to approve the nomination of Janet MacGregor Plarr residing at 3494 Heatherwood Drive, Hamburg, NY, which is located in the Frontier Central School District; and John W. Sherman residing at 30 Milton Street, Tonawanda, NY, which is located in the Tonawanda City School District as candidates for election to be held on April 21, 2026, to serve as trustees for the Board of Cooperative Educational Services, First Supervisory District of Erie County, in a term beginning July 1, 2026 through June 30, 2029, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.20 Equipment Auction Results

Moved by Talbot seconded Schiavone to accept the results of auction #45784 for surplus equipment that were surplused by the Board of Education at a previous board meeting, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.21 Bus Auction Results

Moved by Talbot seconded VanNortwick to accept the results of auction #45951 for surplus buses that were surplused by the Board of Education at a previous board meeting, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.22 Amended 2025-26 School Lunch Fund (C Fund) Budget

Moved by Talbot seconded VanNortwick to approve the amended 2025-2026 school lunch fund budget, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

13.23 Amended Contract: Erie Bus Inc. DBA WNY Bus Co.

Moved by Talbot seconded Lyman to approve the amended contract with Erie Bus Inc., DBA WNY Bus Co., for the 2025-2026 school year to add another unit price type to the contract of $55/hour, as submitted.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

14.0 Public Hearing

Nobody addressed the board at this time.

14.0 Executive Session

At 8:07pm moved by Talbot seconded by VanNortwick to move to executive session to discuss the employment of a particular individual.

Vote on the motion: 7 Ayes 0 Nays
Motion approved.

14.0 Adjournment

At 9:37pm moved by Schiavone seconded by Payne Smith to reconvene regular session.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

At 9:37pm moved by Talbot seconded by Schiavone to adjourn the regular session.
Vote on the motion: 7 Ayes 0 Nays
Motion approved.

Susan M. Schlegel, District Clerk